

Community Development Advisory Commission Meeting
August 18, 2005 Minutes

The Community Development Commission met on Thursday, August 18, 2005 in the City Hall Council Chambers located at 221 East Main Street, Round Rock, Texas. The meeting was called to order at 6:30 pm. The following commissioners were present for roll call: Rick Guzman, Mary Green, Martha Chavez, Dina Schaefer, and Karen Adair-Murphy. Rodney Howard and Stephanie Baker were absent.

Minutes: July 7, 2005.

Motion: Commissioner Adair-Murphy moved to approve the July 7, 2005 minutes as submitted. Motion was seconded by Commissioner Schaefer.

| | | |
|---------------------|------------------------|---|
| <u>Vote:</u> | <u>Ayes:</u> | Rick Guzman Mary Green Dina Schaefer Martha Chavez Karen Adair-Murphy |
| | <u>Noes:</u> | None |
| | <u>Abstain:</u> | None |
| | <u>Absent:</u> | Rodney Howard Stephanie Baker |

Motion carried unanimously.

Presentations/Recommendations:

4.A. Consider discussion regarding reallocating funds from the 2004-05 Community Development Block Grant (CDBG) Home Ownership Assistance Program (HOAP) to the 2003-04 Minor Home Repair Program.

Ryan made the staff presentation. Cost estimates for rehabilitation were prepared on the homes in the program. The cost to perform needed repairs these homes exceeds the current cap of \$10,000 per home. Money is available to increase the award amount to \$15,000 per property. This is considered a substantial amendment and requires a 30 comment period before money can be used. The following changes have been made to the Program Policies and Procedures:

- 1. *Homeowners insurance is required.*
- 2. *Residency requirement has changed from 18 months to 5 years.*
- 3. *All money must be repaid if property is sold, leased, or title transferred within the "loan" period.*
- 4. *A Deed of Trust and Real Estate Lien Note will be filed on each home.*

Staff recommends reallocating \$70,000 from the down payment assistance program (HOAP) PY 2004-2005 to the Minor Home Repair Program, PY 2003-2004 and posting notice of 30 day comment period.

| | Program Year | Original Allocation | Adjustment | Revised Program Funding |
|-------------------|--------------|---------------------|------------|-------------------------|
| HOAP | 2004-2005 | 90,550 | (70,000) | 20,550 |
| Minor Home Repair | 2003-2004 | 100,000 | +70,000 | 170,000 |

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4.B. Consider recommendation to reallocate funds from the 2004-05 Community Development Block Grant (CDBG) Home Ownership Assistance Program (HOAP) to the 2003-04 Minor Home Repair Program.

Commissioner Murphy suggested amending the recommendation to include an eligibility change to the program Policy and Procedures. She asked that prior to applying for funds a homeowner must live in the property for at least one year and make it part of the recommendation.

Motion: Commissioner Adair-Murphy moved to recommend reallocating funds from the 2004-05 Community Development Block Grant (CDBG) Home Ownership Assistance Program (HOAP) to the 2003-04 Minor Home Repair Program and that Section 3.B. of the Minor Home Repair Program Policy and Procedures be amended to read as follows:

“Homeowner must reside in and been the owner(s) of the Property to be rehabilitated for at least twelve months prior to the submission of its application. Applicant will retain ownership for at least five (5) years from the date of the lien note.”

Motion was seconded by Commissioner Guzman.

| | | |
|--------------|-----------------|--------------------|
| Vote: | Ayes: | Rick Guzman |
| | | Mary Green |
| | | Dina Schaefer |
| | | Martha Chavez |
| | | Karen Adair-Murphy |
| | Noes: | None |
| | Abstain: | None |
| | Absent: | Rodney Howard |
| | | Stephanie Baker |

Motion carried unanimously.

Staff Comments: There were no additional comments from staff.

Commissioner Comments:

Commissioner Schaefer commented on the upcoming new school year.

Being no further discussion, the meeting adjourned at 7:00 p.m.

Respectfully submitted,

Mona Ryan,

Community Development Coordinator